



COOK Classification Specification

ESSENTIAL DUTIES:

- Performs a variety of cooking and general food preparation including special diets
- Records amount of daily leftovers on food production form
- Assists in cleaning cafeteria per sanitation codes
- All related duties as assigned

KNOWLEDGE OF:

- Policies, procedures, and programs of the immediate work unit.
- Principles and practices of administration and management.
- Agency or program rules, regulations, and operating procedures.
- Techniques for handling food and operating kitchen equipment
- Methods and practices of institutional food service

SKILLED IN:

- Using and operating kitchen equipment
- Presenting food in an attractive manner
- Understanding written sentences in a work related document

ABILITY TO:

- Convey ideas/information effectively
- Lift, push, and pull 50 pounds and stand for long periods of time

SPECIAL CONDITIONS/REQUIREMENTS:

- Must be able to pass FBI and State background check.
- Valid Food Handler Permit or other applicable cert required by county within 30 days
- Successfully pass Beginning Sign Language course by the end of first employment year
- Must pass post offer physical examination

Class Title: Cook **Occupational Group:** Operations

Job Code: GSD51007

EEO Code: 8

Class Code: 300

Pay Grade: 3

FLSA: NE

Revision date: 5/16/07